

~~SECRET~~

~~CONFIDENTIAL~~

SEP 14 1953

Request for concurrence or comment.

FROM: Management Officer

SUBJECT: Report to the Director, Bureau of the Budget, on Management Improvement Accomplishments, FY 1953 and Objectives, FY 1954.

1. The attached report has been prepared in accordance with the requirements of the Bureau of the Budget Circular No. A-8, Revised, dated June 29, 1951.
2. Officials of your Office have been consulted in the development of the information contained in both the letter and the attached Exhibit A.
3. To the extent possible, the budget justifications you recently submitted to the Budget Division, Office of the Comptroller, were used in developing the report. This made it possible to keep to a minimum our need to request assistance from your office in preparing the report but also brings us very close to the date the report is due to be submitted to the Bureau of the Budget, namely September 15. Accordingly, we would very much appreciate anything you can do to expedite your concurrence or comments.
4. If you feel that changes are necessary, it is suggested that you make them directly on the attached draft of the report.

25X1A9a

*
Concur:

[Redacted Signature]

[Redacted Signature]

W. L. PEEL

FOIAb3b

SADDA
Title

14 Sept
Date

Enclosure
Exhibit A.

* see comment
attached

~~SECRET~~
~~CONFIDENTIAL~~